

WDBJ
EEO PUBLIC FILE REPORT
June 1, 2016 thru May 31, 2017

I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

	Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
1	Web Producer	1,2,10,11,12,13,18,20,25,26,27,29, 34,35,36	10
2	Producer	1,11,12,13,18,20,25,26,27,29,34, 35,36	1
3	News Director (2)	1,2,11,12,13,15,18,19,20,25,26,27, 29,33,34,35,36	19, 25
4	Multimedia Journalist (2)	1,2,11,12,13,18,19,20,25,26,27,29, 34,35,36	1, 34
5	Multimedia Journalist	1,2,11,12,13,18,20,25,26,27,29,34, 35,36	25
6	Digital Sales Supervisor	1,2,11,12,13,18,20,24,25,26,27,29, 34,35,36	24
7	National Sales Manager	12,11,12,13,18,20,24,25,26,27,29, 34,35,36	24
8	Regional Account Executive	1,2,7,10,11,12,13,18,20,25,26,27, 29,34,35,36	1
9	Producer	1,2,10,11,12,13,18,20,25,26,27,29, 31,34,35,36,44	44
10	Meteorologist	1,2,7,11,12,13,18,20,25,26,27,29,3 4,35,36,40,41,42	7
11	Videographer/SAT Truck Operator	1,2,7,10,11,12,13,18,20,25,26,27,2 9,34,35,36	7
12	Multimedia Journalist	1,2,4,10,11,12,13,18,20,25,26,27, 29,34,35,36	4
13	Creative Services Director	1,2,10,11,12,13,18,20,24,25,26,27, 29,33,34,35,36,42	24
14	Producer	1,2,7,10,11,12,13,18,20,25,26,27, 29,31,34,35,36	7
15	Producer (Executive)	1,2,4,10,11,12,13,18,20,25,26,27, 29,34,35,36,40,41,42	4
16	Multimedia Journalist	1,2,7,10,11,12,13,18,20,25,26,27,2 9,34,35,36	7
17	Multimedia Journalist	1,2,10,11,12,13,18,20,25,26,27,29, 34,35,36	1
18	Account Executive	1,2,7,10,11,12,13,18,20,25,26,27,2 9,34,35,36,43	7

	Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
19	Producer (Executive)	1,2,10,11,12,13,18,20,25,26,27,29, 34,35,36,40,41,42,43, 44	44
20	Producer	1,2,7,10,11,12,18,20,25,26,19,34,3 5,36,40,41,42,43	7
21	Producer	1,2,10,11,12,18,20,25, 26,19,34,35,36,40,41,42,43	25
22	Promotions Producer	1,2,4,10,11,12,13,18,20,25,26,27,2 9,34,35,36,43	4
23	Anchor	1,2,5,10,11,12,13,18,20,25,26,27, 29,34,35,36,40,41,42,43,44	44
24	Meteorologist	1,2,7,10,11,12,18,20,25,26,29,34, 35,36,40,41,42,43	7
25	Coordinator Public Affairs	1,7,11,12,13,26,27,34,35,36,43	7
26	Assignment Manager	1,10,11,12,13,18,20,25,26,27,29,34 35,36,43, 44	44
27	Multimedia Journalist	1,2,10,12,13,18,20,25,26,27,29,35, 36,43	1
28	Producer	1-12-13-25-26-27-34-35-36-43-44	44

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II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)

Source #	Source Name	Contact	Address	City	ST	Zip	Phone	Source Entitled to Vacancy Notification Yes or No	No of Interviewees Referred by RS over 12-month period
1	WDBJ Website		2807 Hersherberger Road	Roanoke	VA	24017	540-344-7000	No	17
2	WDBJ Bulletin Board (Internal posting)		2807 Hersherberger Road	Roanoke	VA	24017	540-344-7000	No	0
3	WDBJ –On Air Announcement		2807 Hersherberger Road	Roanoke	VA	24017	540-344-7000	No	0
4	Non-employee referral							No	7
5	ADWEEK		employers.mediabistor.com				1-800-205-7792	No	0
6	Broadcasting & Cable Magazine	Classified Department	www.broadcastingcable.com/job				212-378-0400 ext. 517	No	0
7	Employee / Former Employee Referral							No	15
8	Hampton University	Leonard Jones	114 Wigwam Bldg.	Hampton	VA	23668	804-727-5331	No	0
9	Howard University	Ms. Dudley	2222 4 th St., NW	Washington	DC	20059	202-806-5806	No	0
10	James Madison University	David Chase		Harrisonburg	VA	22807	540-568-7073	No	1
11	Liberty University		Career Center DeMoss Hall 164 Box 20000	Lynchburg	VA	24506-8001	804-582-2352	No	0
12	Veterans Admin/Dept of Vocational Rehab	Mary E. Wells-Garland	VAMC 1970 Roanoke Blvd, 116B1	Salem	VA	24153	540-982-2463X3102	Yes	0
13	MediaLine		P.O. Box 51909	Pacific Grove	CA	93950-6909-	408-648-5200	No	0

Source #	Source Name	Contact	Address	City	ST	Zip	Phone	Source Entitled to Vacancy Notification Yes or No	No of Interviewees Referred by RS over 12-month period
14	NAB Job Clearinghouse	Michael McKinley	1771 N Street NW	Washington	DC	20036	202-429-5497	No	0
15	National Association of Black Journalists		3100 Taliaferro Hall	College Park	MD	20742-7717	301-405-8500 No	No	0
16	Norfolk State University	Benjamin Ellis, Jr.	2401 Corprew Ave.	Norfolk	VA	23504	804-683-8462	No	0
17	North Carolina A & T State University	Office of Career Services	101 Murphy Hall	Greensboro	NC	27411	336-334-7500	No	0
18	Radford University (Hire a Highlander)		www.radford.edu	Radford	va			No	0
19	Rick Gevers		rick@rickgevers.com					No	2
20	Roanoke College Maroon Net		Office of Career Services	Salem	VA	24153	540-375-2303	No	0
21	Roanoke Times		201 W Campbell Ave.	Roanoke	VA	24011	540-981-3108	No	0
22	RTNDA		rtnda@rtnda.org					No	0
23	Society of Broadcast Engineers		www.sbe.org					No	0
24	SPOTS N DOTS		spotsndots.com				888-884-2630	No	7
25	TVJOBS.COM	Mark Holloway	tvjobs.com					No	8
26	Virginia Assoc. of Broadcasters		630 Country Green Lane	Charlottesville	VA	22902	434-977-3716	No	0
27	Virginia Radio Television (VARTV.com)	Robert F. Corbin	vartv.com					No	0

Source #	Source Name	Contact	Address	City	ST	Zip	Phone	Source Entitled to Vacancy Notification Yes or No	No of Interviewees Referred by RS over 12-month period
28	Virginia State University	Ms. Durrell Griffin	Box 9410	Petersburg	VA	23806	804-524-5000	No	0
29	Virginia Tech (Hire a Hokie)		800 Drillfield Drive	Blacksburg	VA	24061	540-231-6000	No	0
30	Virginia Union University	Joseph Lowe	1500 N. Lombardy Street	Richmond	VA	23220	804-257-5656	No	0
31	Virginia Western Community College	Rhonda Perdue	Student Center, Room 202	Roanoke	VA		540-857-7298	No	0
32	Winston-Salem State University	Director of Personnel	601 Martin Luther King Drive	Winston-Salem	NC	27110	336-750-3240	No	0
33	TV News Check		TVNewscheck.com					No	0
34	Gray Television	Dottie Bourdreau	Gray Television In-house postings					No	1
35	WHSV TV3	Tina Wood	50 North Main Street	Harrisonburg	VA	22802	540-433-9191	No	0
36	WCAV	Alex Friedman	999 2nd Street	Charlottesville	VA	22902	434-242-1919	No	0
37	Walk-ins							No	0
38	Internships							No	1
39	Job Fairs							No	0
40	Mississippi State University	career.msstate.edu	Lee Boulevard	Starkville	MS	39762	662-325-2323	No	0
41	Pennsylvania State University	studentaffairs.psu.edu/career/employers/	201 Old Main	University Park	PA	16802	814-865-4700	No	0
42	University of NC at Asheville	www.myinterfase.com/unca/employe	One University Heights	Asheville	NC	28804	828-251-6600	No	0
43	People Matter – includes Indeed	HR@Gray.tv						No	2
44	Internal Hire/Promotion							No	6

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III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	Participate in events sponsored by education institutions relating to career opportunities in broadcasting. (7)	<ol style="list-style-type: none">1) On Feb. 6, 2017, our News Director spoke to the Radford University media class2) On Feb. 17, 2017, our News Director spoke to the Radford University television production class and met with faculty to explain our internship program3) On March 30, 2017 two students from Augurn Middle School in Riner, VA job shadowed with our Mornin' anchor.4) On March 7, 2017, one of our anchors prepared a video and made a presentation at New River Community College career day on television production.5) Throughout the year, the station offers tours to students interested in learning about broadcast careers. During this reporting year, the station hosted the following groups:<ol style="list-style-type: none">(i) On Feb. 8, 2017 the Radford University media class toured the station.(ii) On March 30, 2017 Hollins University communications class toured station and met and had Q & A with our lead anchor

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
2	Co-Sponsor job fair	<p>May 9, 2017 from 8:30am to 1:30pm we co-hosted the Spring Career & Lifestyle Fair – Roanoke, VA with the Area Economic Development.</p> <p>Our Director of Sales, Executive Producer, Assignment Manager and Digital Sales Supervisor met with job applicants to discuss job opportunities in broadcasting and at the station. To promote this event, 10 second promos were produced and ran on-air 3 times a day for a week, there was live on-air promotion during news shows and live shots from the event.</p>
3	EEO Training	<p>On March 23, 2017, our station participated in a training webinar on the FCC's EEO Rules and Regulations provided by Gray Television's FCC Counsel. Office Manager participated in the webinar.</p>